

Sundown Condominium Association
Annual Meeting March 28, 2026
Via Zoom

The meeting was called to order at 10:00 am Eastern Time.

Board members present included, Mark Granoff, President; Marion Monson, Treasurer; Charles Mihle, Member at Large, and Charlene Alabiso, Member at Large.

The President opened the meeting to welcome participants and provide information regarding the process for the all Zoom meeting. He also introduced the members of the board to participants.

A roll call by unit was conducted by Marion. 16 units were represented at the meeting. and an additional three units were represented by proxy. Mark requested approval of the March 22, 2025, Annual Meeting Minutes; and welcomed the new owner of unit 36C. Mark addressed that we have two positions open on the Board of Directors. One for President (this was Marks third year at President) and the Secretary position.

The President presented the Year in Review report.

- Foundations repair at Building 27A & 27B. Mark spoke in great detail about the unexpected expense of repairing the settlement issue for both units that experienced excessive sagging. He explained that we had received quotes from Erickson Foundation and 603 Basement Solutions. And upon review of the quotes decided to go with 603 Basement Solutions. The cost for the repair of both units came to \$28,800.00. Work began on both units in August 2025. The foundation received additional support columns and I-beams to stabilize the units. Mark displayed photos of the actual work performed in each unit by 603 Basement Solutions. 10 Jacks. 5 I-beams and repair of 4 cracks were performed on unit 27A. Unit 27B received 6 jacks, 3 I-beams.
- Tree Work was discussed. In 2025 we spent approximately \$14,800.00 to remove several trees that were a worry and or diseased. Arbor Tech original quote was for \$13,470.00. Mark explained that some additional trees were also removed between building 7 and 15. These trees were not part of the original 2025 year budget. And the cost was shared with Sundown and two unit owners who requested them to be removed.
- In 2025, CertaPro Painters performed trim and rot repair on buildings 7, 12, 15, 22, 27, 36, 41 & 42 total expense was \$12, 000.00
- Mark Spoke about spraying to control carpenter ants and bees. This will be done in the spring and fall.

Budgeted Project 2026

Mark presented a list of projects that will be addressed in the 2026 Budget.

- Arbor Tech Tree Service – will perform tree work including trimming, pruning and limited tree removal to help with the overall arbor health of Sundown. Most of the work for 2026 will address trees behind building 12 and 22. We also will have stump grinding from various trees that had been removed in the past. Pruning of several branches behind building 22, right side of 42C, and rear of building 35.
- Full painting of building 36 will begin in the spring of 2026. In addition, composite and pre-primed wood will be used on the building. This will begin the cycle for full building painting of individual buildings on a yearly bases until all are completed over several years.
- Insect spraying with Kevin from Suncock Pest Control will be performed in spring and fall.
- Charles Mihle investigated the repair of the mail box receptor. He received prices for over \$4,000.00 to replace the mailboxes and pedestals complete. He has since talked to a welder who will be able to perform the welding of the pedestals only for \$2,200.00. This repair will be done sometime in June of 2026.

The Budget Report and Financials presented by Treasurer included:

- All unit owners are up-to-date with condo fees payment as of 12/31/2025.
- Additional income included a \$790.00 transfer fee from the sale of Unit 36C. These funds were placed in the reserve account. Sundown removed \$10K from our reserve fund and invest the funds into a 5 month CD at an interest rate of 4% with Bank of New Hampshire. This was accomplished in October of 2025. We earned \$98.70 in interest from October to December 2025. We also collected \$100.00 in late fees,
- Sundown's largest expense is landscaping. The GLL contract expires on April of 2026. Our ground maintenance cost for 2025 was \$32,250.00. Our cost for 2026 will be \$35,000.00. Mulch has increased from \$4,250.00 to \$5,000.00 for the 2026 year. The landscaping category also included tree removal work for 2026 at a cost of \$5,650.00. The category also included our fertilizing program, flower barrel service, \$500.00 for snow removal above our contract with GLL. And \$500.00 for the Landscape Committee
- Insurance cost for 2026 is \$24,100.00. This cost represents a 6.5% increase from our 2025 year cost.
- The budget for 2026 represents a line item for sewer inspection. We have finally secured a company that will perform the inspection and cleaning of the sewer. This will happen sometime in the summer. In September 2023, we signed a sewer agreement contract with Granite Gate Condominium. They agreed to pay their portion of the

inspection and service performance. They would pay for their six units' portion and Sundown would pay for the 31 unit portion

- Swale Cleaning will be performed in 2026 at a cost of \$1,275.00 The last swale cleaning was performed in October 2022.
- Our 2026 budget represents \$20,872.00 for full painting and rot removal of building 36 only with CertaPro.
- One roof is 11 years old as of 2026. That roof is in building 42.
- We will need to start the process of repainting our buildings again. The buildings were painted in 2019. Hence the importance of building our reserve account. Marion noted that the BOD goal is to have a well-funded reserve. Keeping in mind that reserve funds help in the essential planning of future repairs and budgeting. We want to build our reserve so we can continue on a maintenance schedule and preserve our community.
- The Board proposed that we increase the monthly condominium fees to \$415.00 per month. This represents a \$20.00/month increase in condominium fees. The increase would place additional funds into reserve of \$7,440.00/year. These funds would be used to preserve our buildings. Marion explained since the acceptance of the budget for 2026 and the increase in the monthly condominium fee, this increase would begin on January 1, 2026 to December 31, 2026. Therefore, many people had already paid at least for January, February and March of 2026. This would require unit owners to **send in \$20.00 additional for each month that was already paid.** Marion said that a letter and new payment coupons would be distributed to each owner to help navigate the amounts that each unit owner would need to pay. As well as address the \$415.00/month condominium fee for future payments.

Cheryl Dickenson, Chair of the Landscape Committee, provided a review.

The 2026 year will see some small tree removals, tree/bush trimming and the removal of Stumps from the diseased trees already cut down, (building 7). This will occur in the spring months. Replacement bushes and trees will be added where appropriate in the fall. Work will be coordinated with Sundown's landscaper. A Tree arborist will be consulted to establish best choices for the area needing bushes or trees, Watering needs will have to be addressed if they are to survive.

The Sundown sign will be repainted where needed and new plants will be added.

Cheryl thanked those who shared their water for the plants around the sign.

Last summer was a very dry summer which challenged all our bushes and trees. Thankfully they were well established, but the members need to remember that we do not have a sprinkler system, so if you want the bushes around your home to continue to thrive, you should try to water them at least once per week.

Voting for the two open positions on the Board of Directors was conducted. There were no volunteers for the Secretary position. This position will remain open. Mark Granoff was voted in for his position as President. He received full support from all unit owners present at the meeting. All 16 votes and 3 proxy votes.

The Board also presented on the floor a vote to accept the 2026 Budget of \$101,786.00. Bruce Elfman placed the motion on the floor and Pat Rowell seconded the motion. All 16 units owners and 3 proxy votes accepted the motion and the 2026 Budget was accepted. There was a motion on the floor to accept the increase in the monthly condominium fees from \$395.00/month to \$415.00/month for 2026. The motion was placed on the floor by Bruce Elfman and seconded by Karen Nasciso. The motion was accepted and all 16 units owners and 3 proxy votes accepted the increase for 2026.

The meeting was opened to owner participation and questions. Only two owners participated.

- Alan Young asked Mark if he thought any additional buildings will be affected by the foundation stabilization issue that unit 27A and 27B experienced. Mark said that the other buildings are on slabs and do not have crawl spaces. Therefore, he does not think any additional issues will arise.
- Pat Rowell asked if we had a particular dollar amount with respect to reserve funds. Marion responded that the normal protocol in the condo world is to have six months' worth of operation expense in the reserve. We presently have \$111,000.00 in reserve. We hope to have \$150,000.00 in reserve at the end of 2026. Marion said that it is really hard to put a figure with respect to reserves. The more money we have in reserve, the stronger Sundown's financial position. Marion also said that we need to have a reserve study performed to determine our reserve position. We hope to have this done in 2027.
- Pat Rowell also asked if we plan to put additional funding into the 2027 budget for the reserve study. Marion responded that we will be adding this cost for this service to the 2027 budget.

The floor received a motion to adjourn the meeting. The meeting was adjourned at 11:07 AM